



DEPARTMENT OF THE NAVY

NAVAL HOSPITAL

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MARINE CORPS AIR GROUND COMBAT CENTER
TWENTYNINE PALMS, CALIFORNIA 92278-8250

IN REPLY REFER TO:

NAVHOSP29PALMSINST 6710.58C

Code 0504

2 December 1996

NAVAL HOSPITAL TWENTYNINE PALMS INSTRUCTION 6710.58C

From: Commanding Officer

Subj: SAFEGUARDING OF SENSITIVE, DRUG ABUSE CONTROL, AND
PILFERABLE RETAIL ITEMS OF SUPPLY

Ref: (a) OPNAVINST 5530.14B
(b) NAVSUPINST 4440.146C
(c) NAVHOSP29PALMSINST 4010.1D
(d) MANMED Chapter 21
(e) NAVMEDCOMINST 6710.9
(f) NAVHOSP29PALMSINST 7510.2B

1. Purpose. To promulgate procedures for the storage, handling, and safeguarding of sensitive, drug abuse control, and pilferable retail items of supply.

2. Cancellation. NAVHOSP29PALMSINST 6710.58B.

3. Background. Reference (a) provides procedures for the safeguarding of subject material at Navy installations. References (b) through (e) delineate specific instructions to be followed at field activities. This instruction is promulgated to provide further guidance and to assign accountability and responsibility to individuals in the management of subject material.

4. Policy. It is the policy of this Command to strictly adhere to regulations in the safeguarding of controlled substances and pilferable items of supply. Due to their inherent potential for abuse, these items shall be provided maximum security at all times. All transactions involved in their movement from time of receipt to time issued shall be auditable and verifiable by internal and external audits.

5. Definitions. The comprehensive Drug Abuse Prevention and Control Act of 1970 divides controlled substances into five schedules (schedules I to V). These products may migrate between schedules as changes are promulgated by Naval Medical Logistics Command. Since this instruction covers both controlled substances and pilferable items, the following definitions with required level of security are provided.

a. Sensitive Items. Include precious metals, and schedule I and Schedule II controlled substances (e.g. opium, morphine, codeine, meperidine, and secobarbital). These items require exclusionary area (vault/safe) storage and high degree of protection and control during receipt, storage and issue.

b. Drug Abuse Control Items. Include narcotic paraphernalia such as hypodermic needles and syringes, and schedules III, IV and V controlled substances (e.g. depressant drugs, thiopental, propoxyphene, and phenobarbital). These items require, as a minimum, locked storage or, where possible, vault/safe storage.

c. Pilferable Items. Items with a ready resale value, a history of unexplained losses or theft, and ready utility for personal use. These items will be stored in limited access area and afforded the same degree of protection as drug abuse control items.

6. Action

a. Department Heads shall:

(1) Ensure that subject items under their charge are afforded the security storage described in paragraph 5.

(2) Ensure that authorized prescribers in their department shall abide with reference (d) in prescribing controlled drugs.

b. Head, Pharmacy Department shall:

(1) Be appointed as bulk custodian of controlled substances maintained at Naval Hospital. The Leading Chief Petty Officer, Pharmacy department is the alternative bulk custodian.

(2) Provide storage and security of all controlled substances.

(3) Maintain a perpetual auditable record of all receipts and issues.

(4) Ensure that the management of command owned controlled substances is in accordance with references (b) and (d).

(5) Provide technical assistance regarding identification, classification, and potency of controlled substances.

c. Head, Materials Management shall be appointed as Ordering Officer for schedule C-II through C-V medicinals. The Comptroller shall be appointed and serve as the alternate.

d. Command Precious Metals Recovery Program Monitor shall be responsible for the collection and proper disposition of reclaimed silver from X-ray processors and old x-ray films as guided by procedures set forth in reference (c).

e. Controlled Medicinals Inventory Board shall:

(1) Be appointed by the Command Audit Board as directed by reference (f).

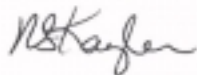
(2) Meet monthly.

(3) Conduct inventory of controlled substances in accordance with references (a) and (e).

(4) Perform audit by matching listing of requisitions to actual receipt as promulgated by reference (b).

(5) Perform survey and destruction of controlled substances in accordance with references (a) and (d).

(6) Retain all official records of inventory, reports and documents related to sensitive, controlled and pilferable items for two years.



R. S. KAYLER

Distribution:
List A